# "WBUlogo"

Virtual Campus

School of Business

# 2. UNIVERSITY MISSION STATEMENT

Wayland Baptist University exists to educate students in an academically challenging, learning-focused and distinctively Christian environment for professional success, lifelong learning, and service to God and humankind.

# 3. COURSE NUMBER & NAME:

MGMT 5305-VC02, Organizational Theory

# **4. TERM**:

Fall, 2018

August 20th -- Nov 3rd

# **5. INSTRUCTOR**:

H. Keith Pratt, PhD

# **6. CONTACT INFORMATION**:

Office phone: 620-212-0621

WBU Email: henry.pratt@wayland.wbu.edu

Cell phone: 620-212-0621

# **7. OFFICE HOURS, BUILDING & LOCATION**:

Monday – Friday 10 AM – 7 PM (Other times by Appointment)

732 South Washington, Chanute, Kansas 66720

# **8. COURSE MEETING TIME & LOCATION**:

This course is a Virtual Class meaning the entire course will be conducted within the **Blackboard Environment.**  Blackboard should be available to you 24 hours a day 7 days a week. If you have difficulties logging into Blackboard let me know as soon as possible and also contact technical support.

# **9. CATALOG DESCRIPTION**:

Organizations as complex systems impacted by environmental forces, and structure and design dimensions required for effectiveness.

# 10. PREREQUISITE:

BUAD 5300 (For the M.P.A. MGMT 3304 only).

# **11. REQUIRED TEXTBOOK AND RESOURCE MATERIAL**:

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| --- | --- | --- | --- | --- | --- | --- |
| **BOOK** | **AUTHOR** | **ED** | **YEAR** | **PUBLISHER** | **ISBN#** | **UPDATED** |
| Organizational Theory and Design | Daft | 12th | 2016 | Cengage Learning | 978-130562-9943 | 7/14/15 |

***NOTE:*** *This is an exclusive ISBN # for a loose-leaf version provided by the Cengage representative and available ONLY at our WBU Bookstore.*

# 12. OPTIONAL MATERIALS - None

# **13. COURSE OUTCOMES AND COMPETENCIES**:

* Describe an organization as an open system & hypothesize its application.
* Summarize the difference between a goal and a strategy.
* Identify the forces that influence environmental uncertainty.
* Differentiate between mimetic, coercive, and normative forces.
* Outline Woodward’s classification of organizational technologies.
* Illustrate an information system and subsystem design for managerial control, decision making, and knowledge management.
* Contrast Weber’s framework against current organizational control strategies.
* Compare the differences among rites of enhancement, renewal, and integration.
* Discuss the focus in modern organizations on the History of Western Industrialization.
* Develop a methodology for studying organizations.
* Summarize the development of the theory of organizations.
* Summarize how designing the organization to fit strategy and other contingencies can lead to organization effectiveness.
* Compare the five approaches for assessing organization effectiveness.
* Discuss the interface of design components, coupling, and technology.
* Using levels of analysis, explain the systemic relationship between environment, adaptation, and change.
* Differentiate between the stages of organizational life cycle development in relation to growth, development, and decline.
* Compare the different decision-making process models with the contingency framework.
* Rank the impact of globalization on the future of organizations and their design.
* Identify the five structural strategies for grouping organizational activities.
* Describe the symptoms of structural deficiency.
* Explain the institutional view in relation to organizational design and similarity.

# 14. ATTENDANCE REQUIREMENTS:

As stated in the Wayland Catalog, students enrolled at one of the University’s external campuses should make every effort to attend all class meetings. All absences must be explained to the instructor, who will then determine whether the omitted work may be made up. When a student reaches that number of absences considered by the instructor to be excessive, the instructor will so advise the student and file an unsatisfactory progress report with the campus executive director. Any student who misses 25 percent or more of the regularly scheduled class meetings may receive a grade of F in the course. Additional attendance policies for each course, as defined by the instructor in the course syllabus, are considered a part of the University’s attendance policy.

Students should make every effort to login to the course a minimum of three times per week. ***(Just so you know I have the ability to track whenever you login to Blackboard, where you visit and how long you visit).*** This keeps both the student and the instructor aware of progress and that information is being checked.  A current email address is also required. Students need to ensure their ISP and computer systems are reliable. If there are issues with the WBU VC server, students will not be penalized.   **THE TIMELINES SET UP IN THE SYLLABUS AND CLASS CALENDAR MUST BE ADHERED TO – THIS IS NOT A SELF-PACED COURSE!**   Do not wait until the last day to post assignments or provide comments to the discussion board – if you have an issue – I may not be able to assist you.

# **15. STATEMENT ON PLAGIARISM & ACADEMIC DISHONESTY**:

Wayland Baptist University observes a zero tolerance policy regarding academic dishonesty. Per university policy as described in the academic catalog, all cases of academic dishonesty will be reported and second offenses will result in suspension from the university.

# **16. DISABILITY STATEMENT**:

In compliance with the Americans with Disabilities Act of 1990 (ADA), it is the policy of Wayland Baptist University that no otherwise qualified person with a disability be excluded from participation in, be denied the benefits of, or be subject to discrimination under any educational program or activity in the university. The Coordinator of Counseling Services serves as the coordinator of students with a disability and should be contacted concerning accommodation requests at (806) 291-3765. Documentation of a disability must accompany any request for accommodations.

# **17. COURSE REQUIREMENTS and GRADING CRITERIA**:

**Discussion Questions and Participation** - 300 Points-30 Points for each week.

**Case Study**-(1) 100 Points

**Articles**-(2) 100 Points each

**Midterm**-200 Points

**Final**-200 Points

**Discussion Forums:** Discussion question/s will be posted to the discussion board each week. Students are required to post responses to the questions each week by Thursday of that week. You are also required to respond to two of your fellow colleagues posts by Sunday, at midnight of that week unless otherwise instructed.

**Mid-Term and Final Exam:** There will be two exams, each worth 200 Points. These will not be multiple choice or True/False exams.

**Case Studies, Journal Articles and Collaborative Activities:** There will be a minimum of one case study and two journal articles required throughout the course. **You *may* be required to work collaboratively** (meaning you will work in teams) for at least one of those activities.

**17.1 Grade Appeal:** “Students shall have protection through orderly procedures against prejudices or capricious academic evaluation. A student who believes that he or she has not been held to realistic academic standards, just evaluation procedures, or appropriate grading, may appeal the final grade given in the course by using the student grade appeal process described in the Academic Catalog. Appeals may not be made for advanced placement examinations or course bypass examinations. Appeals are limited to the final course grade, which may be upheld, raised, or lowered at any stage of the appeal process. Any recommendation to lower a course grade must be submitted through the Vice President of Academic Affairs/Faculty Assembly Grade Appeals Committee for review and approval. The Faculty Assembly Grade Appeals Committee may instruct that the course grade be upheld, raised, or lowered to a more proper evaluation.”

# 18. TENTATIVE SCHEDULE

**Calendar for MGMT5305 Fall Term 2018**

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| **Week 1  Aug 20th** | **Introduction, Course Policy & Requirements, Syllabus**  **Chapter 1: Organizations and Organization Theory** | | |
| **Week 2**  **Aug 27th** | **Chapter 2: Strategy, Organizational Design and Effectiveness**  **(Your first journal article will be assigned this week)** | | |
| **Week 3**  **Sept 3rd** | **Chapter 3: Fundamentals of Organization Structure** | | |
| **Week 4  Sept 10th** | **Chapter 4: The External Environment**  **(A case study will be assigned this week)** | | |
| **Week 5**  **Sept 17th** | **Chapter 5: Interorganizational Relationships**  **Chapter 6: Designing Organizations for the International Environment** | | |
| **Week 6**  **Sept 24th** | **Chapter 7: Manufacturing Service Technologies**  **Chapter 8: Using IT for Coordination and Control**  **Remember Wed is July 4th and no work is to be done on that day.** | | |
| **Week 7**  **Oct 1st** | **Mid-Term – Chapters 1-8 (Details will be provided prior to the Exam)** | | |
| **Week 8**  **Oct 8th** | **Chapter 9: Organizational Size, Life Cycle and Decline**  **Chapter 10: Organizational Culture and Ethical Values** | | |
| **Week 9**  **Oct 15th** | **Chapter 11: Innovation and Change**  **Chapter 12: Decision Making Process** | | |
| **Week 10**  **Oct 22nd** | **Chapter 13: Conflict and Power and Politics**  **(2nd Journal Article or Internet Assignment)** | | |
| **Week 11**  **Oct 29th** | **Final Exam – Chapters 9 – 13**  **(The Final Exam will be given out early to allow time for you to complete it)** | | |
|  | | | |
| **Holiday** | | | |
| **Labor Day** | | | **Sep 3rd** |